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ISLAND COUNTY COMMISSIONERS' WORK SESSION SCHEDULE  
NOVEMBER

SPECIAL WORK SESSION  
TUESDAY, NOVEMBER 10, 2009

10:00 a.m. Public Works  
11:00 a.m. Planning & Community Development

NOON BREAK

1:00 p.m. Health Department  
2:00 p.m. GSA  
2:15 p.m. Auditor  
2:30 p.m. Extension  
2:45 p.m. Human Resources  
3:00 p.m. Assessor  
3:15 p.m. **Chairman's Agenda:**  
*Swan Lake Watershed Preservation Group - AR-NOAA funding available for  
stream barrier removal*  
3:30 p.m. Budget Director

The Board of County Commissioners meets in Work Session routinely on the first three Wednesdays of each month (unless otherwise scheduled). Work Sessions are held in the Annex Building, Commissioners' Hearing Room, #B102, 1 NE 6<sup>th</sup> Street, Coupeville, Wa.

Work sessions are public meetings which provide an opportunity in an informal workshop format for the Board to review in detail ongoing issues with individual departments and elected officials. This time also is used for the Board to meet with other agencies, committees and groups to discuss specific topics of mutual interest. Items are typically first reviewed at Work Session before being scheduled on the agenda for the Board's regular business meetings held on Mondays.

Times for each department are approximate. Due to time constraints, a time slot scheduled for a specific department may be revised (earlier or later) as the Work Session progresses. Because of the workshop format and time sensitivity of certain items, topics may be discussed that are not included on a department's agenda.

Persons requiring auxiliary aids/services should call Island County Human Resources at 360 – 679-7372, 629-4522 Ext. 7372, or 321-5111 Ext. 7372 – at least 24 hours prior to the meeting.

BOCC:pd

cc: Elected Officials  
Appointed Department Heads  
Press



**ISLAND COUNTY PUBLIC WORKS  
COMMISSIONERS AGENDA  
~ WORK SESSION ~  
November 10, 2009 @ 9:00 a.m.**

*Bill Oakes, Director/County Engineer  
Steven P. Marx, Assistant Director  
Randall C. Brackett, Assistant County Engineer*

**County Commissioners:** John Dean, Chairman  
Helen Price-Johnson, Member  
Angie Homola, Member

**Staff:** Pam Dill

**Public Works Staff Present:**

**Others Present:**

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**I. Roads**

- A. Subject:** Hunt Road/Taylor Road Warning Improvements—Sole Source & POs  
**Attachments:** Draft Sole Source Resolutions (2) & Copies of Purchase Orders (POs)  
**Proposed Action:** Discussion –  
**Action:**
- B. Subject:** Hazard Tree Fall Policy  
**Attachments:** None – Discussion Only  
**Proposed Action:** Discussion –  
**Action:**

**II. Public Works**

- A. Subject:** 2010 ACP  
**Attachments:** Preliminary ACP  
**Proposed Action:** Discussion –  
**Action:**

**ISLAND COUNTY HEALTH DEPARTMENT**

**M E M O R A N D U M**

November 2, 2009

**TO: John Dean, Chairman  
Board of County Commissioners**

**FROM: Keith Higman  
Health Services Director**

**SUBJ: Health Department Work Session – Wednesday, November 10, 2009**

**Administration**

1. Subject: H1N1 Influenza  
Description: Situation update  
Attachment: No  
Proposed Action: No action required, informational only

**Environmental Health**

2. Subject: Department of Ecology – WRIA Education & Outreach Program  
Description: Contract No. G1000316 – \$156,510 funding support for education and outreach to encourage public awareness and involve the public in the understanding & support of watershed planning and water-related issues.  
Attachment: Yes  
Proposed Action: Approval to move forward, following legal & risk review, for BICC signature.
3. Subject: Department of Ecology – Water Pollution Control Revolving Fund Loan Agreement  
Description: Contract No. L1000014 - \$300,000 for On-Site Repair Financial Assistance Program. Continuation of the local loan program that provides financial assistance to IC citizens for the repair or replacement of failing on-site septic systems.  
Attachment: Yes  
Proposed Action: Approval to move forward, following legal & risk review, for BICC signature.
4. Subject: Required support documents related to DOE – Water Pollution Control Revolving Fund Loan Agreement  
Description: Resolution Committing to Repay Funds Borrowed from the Washington State Water Pollution Control Revolving Funds Resolution to Hire Bond Council Certificate Relating to Agreement  
Attachment: Yes  
Proposed Action: Approval to move forward, following legal & risk review, for BICC signature.

**Nursing Services**

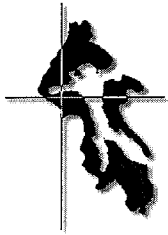
5. Subject: Island County termination of DSHS - Family Planning Contract #0663-97795  
Description: Termination for Convenience due to Health Department staffing restrictions and the uncertainty of continued DSHS funding for the program.

Attachment: Yes

Proposed Action: No action - Informational only

**Assessment**

No agenda items



# ISLAND COUNTY PLANNING & COMMUNITY DEVELOPMENT

## COMMISSIONERS AGENDA

- *Work Session* -

November 10, 2009 @11:00 p.m.

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Continued discussion:

### **Land Use & Building Permit Fee Schedules**

Continued discussion:

### **2010 – 2012 Planning Commission Docket:**

Combining work for the Fish & Wildlife update with the Shoreline Master Plan update.

*Requested Action: Approval to move forward with resolution.*

Continued discussion:

### **Planning Commission Findings:**

2009 Annual Docket item on Mini Storage – amendments to the standards that govern mini storage facilities within the Rural zone.

*Requested Action: Provide direction on ordinance(s) to present for public hearing.*

Discussion:

### **Outstanding 2005 Planning Commission Docket Item:**

In 2005 the Planning Commission issued recommendation on CPA 063/05 for Business Storage outside of UGAs. The ordinance has never been scheduled for BICC action.

*Requested Action: Provide direction on bringing this 2005 docket item to resolution.*

Continued discussion:

### **Permit tracking timeframes:**

State required time frames / County Code

*Requested Action: Provide direction regarding possible zoning code amendments pertaining to permit processing.*



ISLAND COUNTY  
GENERAL SERVICES ADMINISTRATION

Betty J. Kemp, Director x7378

**GSA WORK SESSION AGENDA**  
**Nov 10, 2009**

**PROPERTY MANAGEMENT**

Subject: South Whidbey Resource Center Remodel  
Description: The South Whidbey Resource Center lessee, South Whidbey Parks District, is requesting a remodel to the building. Two of the remodels are minor, the third is more extensive. Facilities director has made a recommendation for the Board's action.

**PUBLIC DEFENSE**

Subject: 2010 State OPD Grant Agreement (RM-GSA-09-459)  
Amount: \$62,863.00.  
Description: WA State OPD requires a signed grant agreement before disbursement of our annual RCW 10.101 Public Defense Allocation.  
Attachment: Yes  
Proposed Action: Schedule grant agreement for approval at Monday Meeting

AUDITOR  
Staff Session  
November 10, 2009

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**1) Postponement of Sec State Audit of Elections due to illness.**

The OSOS Representative is ill and will not be able to conclude our elections audit for this Election. Therefore, we will start all over again at the election of their choice in 2010. We will keep the Board apprised of the situation.

**2) Update on Nov 3 Election and Elections 2010**

Review and update on election. Potential 5 elections in 2010.

**3) Payment for subscriptions**

***WSU EXTENSION  
STAFF SESSION  
OCTOBER 21, 2009***

**General office update**, to include discussion of potential budget impacts

**Discussion** of Amendment No. 2 to National Fish and Wildlife Foundation Grant Agreement for Shoreline Restoration at Cornet Bay, time extension

**Discussion** of anticipated changes to contracts with Rex Porter and Sarah Schmidt, associated with the above extension of the contract



**Agenda**  
**Staff Work Session**  
**Human Resources**  
**November 10, 2009**

Item	Attached	Requested Board Action
1. Old Business		
a. Travel Policy	Yes	Review with Board, take to Round Table for discussion
b. Ethics & Conflict of Interest Policy	Yes	Take to Elected Officials for Signature & then to the Board for final Approval
c. Outside Employment Policy	Yes	Take to Elected Officials for Signature & then to the Board for final Approval
2. New Business		
a. Vacation Policy	Yes	Review with Board; Take to Elected Officials for Signature & then to the Board for final Approval
b. Criminal Background Investigation Policy	Yes	Review with Board, take to Round Table for Discussion
c. Leave of Absence Policy	Yes	Review with Board, take to Round Table for Discussion

**ISLAND COUNTY ASSESSOR  
WORK SESSION  
NOVEMBER 10, 2009**

- Appraisal/revaluation progress update.
- Levy update
- Conservation District update - conservation district to furnish county with roll – Central Services/Assessor responsibilities - timelines
- Segregation/mapping update
- Personal property/Real Property ratio reports and stratification reports sent to the Department of Revenue.

**BUDGET DIRECTOR  
TUESDAY, NOVEMBER 10, 2009  
WORK SESSION**

- 1) Subject: Interlocal Agreement with City of Langley for Historical Preservation funding Amendment No. 1 to contract with Gump Inc.  
Description: At the Sept. 9 work session, the Commissioners asked staff to prepare an Interlocal agreement to fund the City of Langley's request for \$6,000 from Historical Preservation Funds. The money will be used by the City as a match for a grant to inventory historical properties in Langley.  
Attachment: Yes  
Proposed Action: Schedule Interlocal Agreement for approval at an upcoming Monday meeting.
- 2) Subject: Review/discussion Resolution to Amend 2009 Budget  
Description: This resolution was briefly discussed on Nov. 4 and is scheduled for public hearing to be held Nov. 23.  
Attachment: To be provided before work session.  
Proposed Action: Approval on Nov. 23
- 3) Subject: Review/discussion 2010 Budget
- 4) 2% Tourism awards for 2010
- 5) Subject: Resolution authorizing interfund loan from Capital Facilities Fund to Conservation Futures Fund  
Description: (Continuation of discussion from Nov. 4) The proposed resolution authorizes an interfund loan to provide adequate cash flow in Conservation Futures Fund. The loan amount is \$886,789 which will be paid back over a 5 year period ending Dec 31, 2014. Approx. \$300,000 of state grant funding has been awarded to the County, and will be used to pay back a portion of the interfund loan.  
Attachment: yes  
Action Requested: Schedule for approval at Nov. 16 BOCC meeting.
- 6) Conservation District Special Assessment